



# Lewis County Community Development

2025 NE Kresky Ave, Chehalis, WA 98532

Phone: (360) 740-1146 • Fax: (360) 740-1245

## ADMINISTRATIVE REDUCTION-SETBACKS TYPE II APPLICATION

Type II applications require a mailed notice to properties within 500 feet of the property and notice posted on the road frontage of the project description. The administrator is the decision making body for the Type II application.

The following are required to be submitted with this Type II application to begin the review process:

STAFF

APPLICANT

Completed site plan

(with all the requirements on the Lewis County Community Development 'Site Plan Requirements' Handout)

Completed 'General Information' form

Completed permit application for the associated permit

All additional requirements listed on application

Signed Adequate Facilities forms provided

(required for all projects other than development of a single-family residence or large lot simple segregation where new development is not approved)

Not applicable; Explain: \_\_\_\_\_

SEPA

Not applicable; Exemption: \_\_\_\_\_

Application Fee

Any appeals will be heard by the Lewis County Hearing Examiner per the Lewis County Code Chapter 17.05.

### For Official Use Only:

Date of Completed Application: \_\_\_\_\_

Application Number: \_\_\_\_\_

Associated Permits: \_\_\_\_\_

Permit Technician: \_\_\_\_\_

# Lewis County Public Services

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## SITE PLAN REQUIREMENTS

**The application should NOT be submitted unless all points below are addressed. The checklist must be submitted with the application. Submit multiple maps if necessary. Additional information may be requested.**

### STAFF   APPLICANT

- ☐ North arrow, scale, vicinity map, and date.

Site address and parcel numbers for all affected parcels

Setbacks from property lines for all structures if an accurate scale is not provided or if within 30 ft

Property line boundaries, dimensions, and size of the subject parcel(s)

Location of all existing and proposed structures including, but not limited to: houses, sheds, barns, fences, culverts, bridges, retaining walls, and decks

Square footage of all existing and proposed structures

Setbacks from septic, wells, and other buildings

Utility structures or lines such as septic tanks, test holes, drainfields, reserve areas, wells, well circles with a 100-foot radius, water lines, power lines, utility easements, etc.

Location of any known and proposed stormwater facilities

Location, depth, and extent of all clearing, grading and filling

Location and identification of any surface waters, ditches, or known wetlands.

Location and identification of topography (ex: top/toe of slope, direction of natural drainage, significant terrain features).

Location of all existing or proposed driveways and dimensions, easements, access roads etc.

Road approach location and distance from property line

Location and name of all roads surrounding the property.

Any additional information which the applicant feels will assist in evaluating the proposal (ex: maps, drawings, photos)

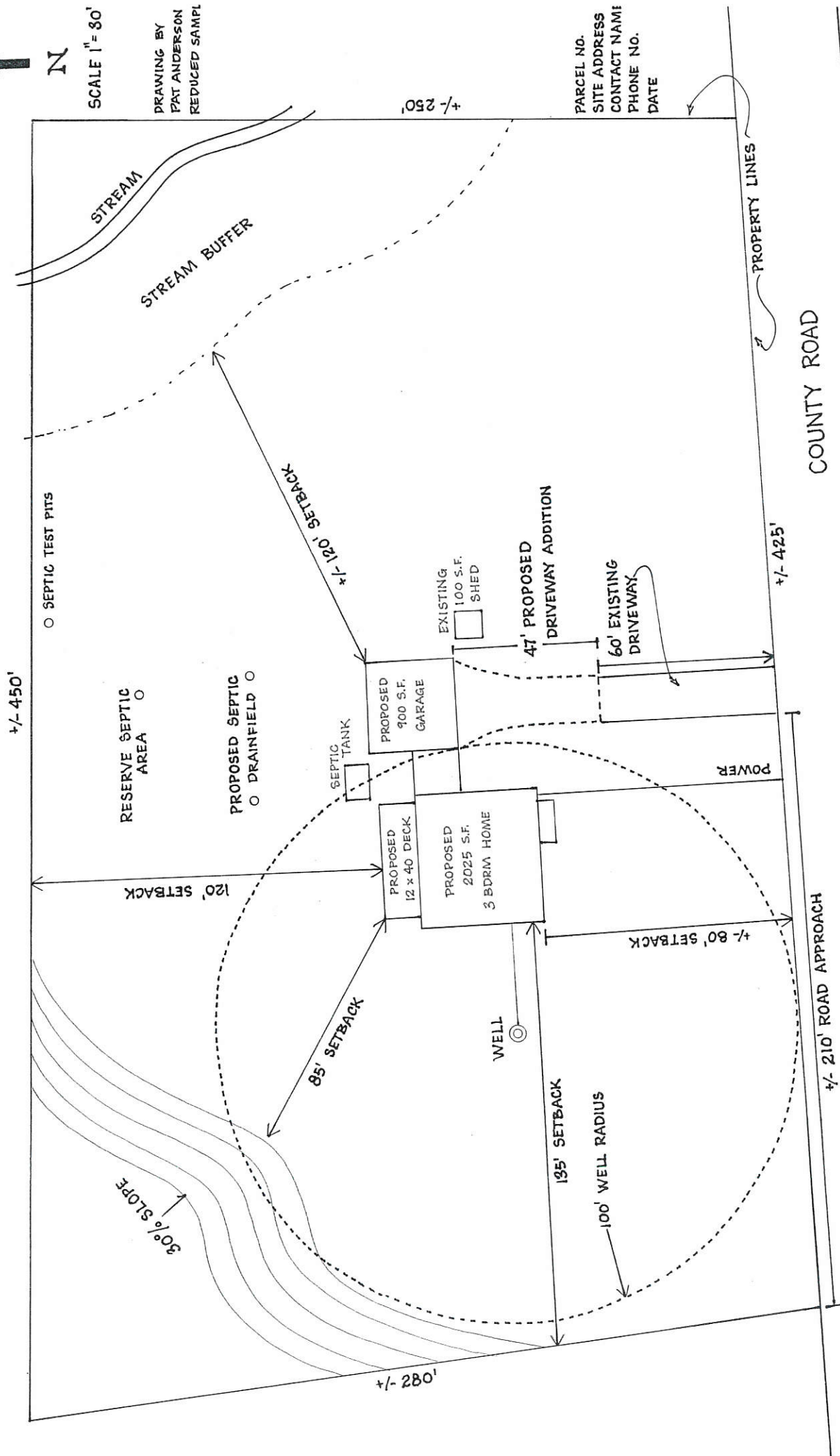
For all projects other than a single family dwelling, a description of the proposed use is required.

Examples include, but are not limited to: personal storage, commercial uses, agricultural uses, garage, etc.



DRAWING BY  
PAT ANDERSON  
REDUCED SAMPLE

PARCEL NO.  
SITE ADDRESS  
CONTACT NAME  
PHONE NO.  
DATE



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## GENERAL INFORMATION

### Property Information:

Tax Parcel Number (s): \_\_\_\_\_

Zoning: \_\_\_\_\_ Acreage: \_\_\_\_\_

Site Address: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Owner's Address: \_\_\_\_\_

Owner's Phone Number: \_\_\_\_\_ Owner's Email: \_\_\_\_\_

\_\_\_\_\_ Quarter Section, Section \_\_\_\_\_, Township \_\_\_\_\_ North, Range \_\_\_\_\_ East/West (Circle One)

### Applicant Information:

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

### Surveyor/Engineer or Other Contractor Information (Attach additional sheets if necessary):

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

### Acknowledgment

I understand that County regulations require owner permission for County personnel to enter private property to conduct permit processing, review, and inspections. I also understand that my failure to grant permission to enter may result in denial or withdrawal of a permit or approval. By my signature below, permission is granted for representatives of the Community Development, Environmental Services, and Public Works Department to enter and remain on and about the property for the sole purpose of processing such permits and performing required inspections or reviews.

Prior notification of the date of inspections will take place is: ☐ Required ☐ Not Required  
(\_\_\_\_\_) (Must provide phone number where applicant/representative can be reached)

I/We certify that all plans, specifications and other submissions required in support of this application conform to the requirements of all federal, state, and local codes and applicable laws and ordinances; and I am the owner/applicant or have authority to bind the owner to these covenants and I have examined this application and know the same to be true and correct.

I certify that I have read and understand the limitations and conditions of Lewis County Code and agree to comply with all conditions of approval. I understand that any permits issued by Lewis County, consistent with the attached site plan, are valid ONLY if construction is in according to this plan and all other conditions of the permit are followed. By my signature below, I affirm that all the information and documents provided with this application are true and accurate to the best of my knowledge.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Check one: ☐ Owner ☐ Applicant ☐ Authorized Agent

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## ADMINISTRATIVE REDUCTION-SETBACKS

**Fees:** The minimum fee due at the time of submittal is **\$280**. Additional fees may apply.

This reduction in setback is for the side and/or rear property lines only. Reduction in the setbacks from County or State right-of-way must be approved by application thru Lewis County Public Works or WA State Department of Transportation.

**Parcel Number:** \_\_\_\_\_ **Permit Number:** \_\_\_\_\_

Requesting setback reduction to: \_\_\_\_\_ feet from the side property line  
\_\_\_\_\_ feet from the rear property line

The proposed structure is \_\_\_\_\_ square feet.

The proposed structure is: ☐ Residential  
☐ Commercial  
☐ Industrial  
☐ Other

The property abutting the rear yard setback is: ☐ Residential  
☐ Commercial  
☐ Industrial  
☐ Other

Reasons existing setbacks cannot be met (i.e. topography, critical areas, or the lot size or configuration).  
Applications submitted without reasonable justification for reduction in setbacks cannot be approved):

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Please explain why the building/structure cannot be located elsewhere on the parcel that will meet the setbacks: \_\_\_\_\_

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